

## MAJOR DUTIES

Serves as Master of a Class I dustpan or cutterhead pipeline dredge (18" discharge and over) engaged in river channel maintenance and/or construction dredging. Is responsible for the vessel, machinery, tools, equipment and supplies, and attendant plant and vessels during the dredging and nondredging periods. Is on call 24 hours per day during the dredging season

1. Through subordinate supervisors or crew chief, directs the activities of a large crew of employees composed of engineers, electricians, machinists, pilots, mates, tender operators, levermen/deck equipment operators, pipelinemen, strikers, marine oilers, deckhands, cooks, food service workers, motor vehicle operators, other supporting trades and crafts positions, and clerical positions. Accomplishes supervision over assigned staff during dredging operations, during nondredging activities, and during layup.

a. Planning. Plans for vessel staffing, operating and subsistence supplies and materials, fuel requirements, and other comparable support requirements prior to the beginning of the dredging season. Participates with supervisor and his staff in planning for annual repair, maintenance, and modification requirements. Plans for the accomplishment of individual dredging operations at pre-determined sites by determining such matters as placement of anchors, disposal locations, angle of the pipeline, amount of pipeline, estimated time to complete the project, layout of shore connection, placement of shore pipelines, and monitoring of dredge material disposal areas. Plans weekly or monthly work schedules and sequence of operations for subordinates. Establishes deadlines and priorities on the basis of general work schedules and methods and policies established by higher levels of supervision. Determines the number of shifts to be worked, how they are to be set up and the assignment of subordinates to shifts. Determines how many assignments can be done concurrently, how many must be delayed, and the number and types of employees needed, considering skills, personnel, materials, and equipment available and required.

b. Work Direction. Selects workers and assigns tasks to be performed. Explains work requirements, methods, and procedures, instructs subordinates in new procedures and provides advice when problems arise. Reviews work in progress or on completion. Adjusts plans, assignments, and methods as necessary to accomplish the work as effectively and economically as feasible. Determines equipment, supplies, and maintenance required. Assures arrival of supplies and equipment at work site as needed. Coordinates work of unit with other units that may be involved including operation of survey vessels, dredge tenders, and other attendant plant.

c. Administration. Schedules and approves leave of subordinates. Recommends promotions or reassignments of subordinates, sets performance requirements, and makes formal and informal performance appraisals. Counsels employees on problems; adjusts informal complaints through discussion with employees and union representatives. Takes informal corrective action on conduct or performance problems. Identifies the need for and plans necessary on-the-job training for subordinates. Initiates proposals for disciplinary action where needed. Promotes the participation of subordinates in programs such as the suggestion program, cost

reduction program, etc. Maintains production reports and records and furnishes work status information to higher echelons. Periodically reviews job descriptions of subordinates for currency and accuracy; reports detailing of employees to jobs other than their own; initiates or participates in review and improvement of work methods, organizational features, and the structuring of positions to eliminate unnecessary ones and achieve optimum content in those remaining. Accomplishes supervisory functions in accordance with the provisions of the local EEO and affirmative action program. Studies the operations supervised to identify, correct, or report any unsafe condition or work practice that might cause injury or property damage and strives to eliminate all working hazards. Insures the provision of first aid and medical attention to injured workers. Conducts fire, lifeboat, and man overboard drills and is responsible for the safety training and safety of the entire crew 24 hours per day.

2. Checks progress of dredging operations, giving due consideration to the type of material being dredged; causes of lost time; river stages, current; wind; compliance with local, state, and Federal water pollution laws, regulations, and standards; and to a variety of other factors. Inspects for compliance with laws pertaining to navigation including proper display of signal lights, sounding of proper signals, and other vessel navigational requirements.
3. Upon completion of dredging operations, checks the results through inspection and sounding of the dredge area and provide reports to headquarters for dissemination to navigation interests concerning any changes to steering directions resulting from channel dredging operations.
4. Incumbent is responsible for the provision of suitable mess and quarters for the crew and accomplishment of other administrative details pertaining to the operation, maintenance, and repair of the dredge and attendant plant. As necessary stands a regular watch as a pilot during long moves of the dredge

Performs other duties as assigned.

## SKILLS AND KNOWLEDGES

Must possess a current U.S. Coast Guard license as a Master covering the type of vessel to which assigned and the reach of the river involved. Applies skill and knowledge of a Master, Pipeline Dredge, Class I. Applies knowledge of the navigational rules and regulations involved in vessel navigation and the characteristics of reaches of the river in which the dredge is operated.

Applies knowledge to read, understand and apply the information contained in plans, drawings, specifications, maps, charts, sketches, and other documents pertaining to the dredge, its operation and the work to be accomplished. Applies knowledge of Federal, state, and local laws and regulations pertaining to water pollution and the placement of dredged material.

Applies knowledge of the characteristics and limitations of the dredge operated and its mechanical, electrical, electronics, and hydraulics systems in order to direct safe and efficient dredging operations and to make decisions concerning necessary maintenance and repairs. Applies knowledge of safety rules, regulations, and procedures.

Applies knowledge of material, supplies, and equipment necessary for operation of the dredge and of the procurement and supply procedures and requirements necessary to obtain such items to provide timely and effective support of dredging operations.

## RESPONSIBILITY

Works under general administrative direction. Work is frequently accomplished at remote locations allowing only for radio communication with the headquarters office. Is responsible and accountable for the care, maintenance, repair, and operation of the dredge and all attendant plants and the safety and well being of the dredge crew. Applies guides including oral and written directives, district regulations and navigational regulations. Receives assignments and instructions along with specifications, charts, and blueprints prior to dredging operation. Determines from instructions and guides the dredge settings and personally directs the arrangements of the plant, anchorage, and setting up of the pipeline from dredge to disposal site area and setting the dredge in position to begin operations. Receives intermittent written and oral instructions in carrying out work assignments. Work is occasionally spot- checked during operation for compliance with policy, regulations, and accomplishment of results in accordance with initial instructions. Completed work is inspected by supervisor's on-site representative for compliance with directives and accomplishment of objectives. Incumbent is responsible for determining when dredging operation should be halted due to hazardous conditions and taking necessary action to protect the plant, equipment, and personnel assigned.

## PHYSICAL EFFORT

Work generally involves light physical effort.

## WORKING CONDITIONS

Work is performed inside and outside subjecting the employee to varying climatic conditions. Hazards encountered include falling from pipelines, falling on slippery decks or climbing steep stairways, injury from moving machinery, and the possibility of drowning in case of accident.